



# LINE PILOT (ROTARY WING)

## POSITION DESCRIPTION FORM

**Region / Portfolio / Directorate:**

Specialist and Support Services

**District / Branch:**

Counter Terrorism & Emergency Response

**Work Unit:**

Police Air Wing

**Position Description Number:**

Generic 306

**Rank / Level / Band:**

Common Law Contract

### Employment Conditions

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Industrial Agreement/Award: Common Law Contract

Work Pattern: Shift work: As per relevant industrial agreement

Location: Jandakot Airport

### Position Objective

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Ensures the safe and efficient operation of all rotary wing aircraft operated by the Police Air Wing by piloting the aircraft in accordance with the Civil Aviation Act, Civil Aviation Regulations, Civil Aviation Safety Regulations, the Civil Aviation Orders and Western Australian Police Air Wing Rotary Operations Manual.

### Role of Work Unit

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Police Air Wing (PAW) is situated at Jandakot Airport where the Operations Centre is based. A sub unit of PAW is based at Karratha Airport, where air services are provided to Regional Western Australia.

PAW operates various aircraft, utilised to provide specialist support services to frontline officers, state crime investigations, state traffic operations, state intelligence gathering, emergency management situations, and search & rescue incidents.

### Reporting Relationships

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This position reports to:

- Chief Pilot (Rotary Wing)

Direct reports to this position include:

- Nil

Total number of positions under control: Nil

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## Key Accountabilities

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### 1 Rotary Wing Pilot (95%)

- 1.1 Pilots the PAW rotary aircraft safely whilst complying with all relevant documentation, including the Civil Aviation Safety Authority (CASA) regulatory requirements and Police Air Wing Operations Manual.
- 1.2 Participates in reviews relating to the continuous improvement of the Air Wing Operations Manual and Safety Management System.
- 1.3 Conducts daily inspections on company helicopters as required (when an engineer is not available), including fuel quality checks on the helicopter and storage facility.
- 1.4 Complies with loading procedures specified for the helicopter type and proper compilation of loading documents including passenger and cargo manifests.
- 1.5 Records duty and flight times to ensure compliance with duty and flight time limitations, in accordance with a CASA approved Fatigue Management System (FMS).
- 1.6 Maintains a complete and up-to-date reference library of operational documents for the Air Wing (Rotary) as specified by CASA for the class of operations to be conducted.
- 1.7 Liaises with police personnel throughout the State.
- 1.8 Liaises, corresponds and interacts with CASA, Air Traffic and Flight Service Officers, Australian Maritime Safety Authority (AMSA), refueling agents, other pilots and Emergency Services personnel.
- 1.9 Conducts Training and Checking (if approved) of rotary wing pilots on all facets of Air Wing helicopter operations, as required.

### 2 Other (5%)

- 2.1 Understands and complies with information security policies and procedures to ensure information holdings/systems are kept confidential and utilised accurately and reliably.
- 2.2 Demonstrates and advocates a high level of ethics and integrity in accordance with the Agency's professional standards and Code of Conduct including reporting wrongdoing.
- 2.3 Undertakes other duties as directed.

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## Specialist Prerequisite(s)

It is a requirement that the position holder is:

- An Australian Citizen prior to the completion of the selection process;
  - Successful in obtaining and maintaining a **NEGATIVE VETTING LEVEL 1** security clearance for the duration of their appointment in the position.
- It is a requirement of the position that applicants undertake a psychological and flight assessment to determine their suitability for this position.
- Position holder will be regularly examined for pilot and safety competence in accordance with CASA regulatory and WA Police Force Rotary Operations Manual requirements.
- Possession of a CASR Part 61 Commercial Pilot Licence (Helicopter)
- Possession of a Night Vision Imaging Systems (NVIS) rating (Civil or Australian Military).
- Current Australian Class 1 Aviation Medical.

## Work Related Requirements

### Essential

Holder of a Multi Engine Instrument Rating (Helicopter). Completed at least 3 Instrument Rating Proficiency Checks (IPC) or military equivalent

2000 hours total helicopter experience of which 1000 hours must be Pilot in Command (PIC) and 500 hours must be as PIC of a twin engine helicopter

Proficient knowledge of the Australian Civil Aviation Regulations, Civil Aviation Safety Regulations, Civil Aviation Orders and the Civil Aviation Act

Written and verbal communication skills

Interpersonal skills

### Context in which work related requirements will be applied and or general standard expected.

Preferably Australian Instrument Rating, but consideration given to Foreign Instrument Rating.

Proficient twin engine helicopter pilot.

Ensuring the safety and efficient operation of the rotary wing aircraft and any passengers. Contributing to and compliance with current procedures, orders and regulations when operating the aircraft.

Communicating with external and internal customers on a range of issues.

Generating participation and involvement of others. Working in a team environment. Negotiating. Dealing with conflict. Displaying sensitivity.

### Desirable

Holder of a Type Rating specific to rotary aircraft currently operated by Western Australia Police Force.

Holder of a Low Level Rating (LL)

Holder of a Winch/Rappel Endorsement (LL-WR)

Holder of a Helicopter Formation Endorsement (FFH)

Holder of (or have held) a helicopter Check and Training approval or a military equivalent

Holder of a CASA Part 61 Airline Transport Pilot Licence (Helicopter)

## Capability Framework

The framework is intended to support staff and supervisors through the performance cycle and identify core competencies relevant to the rank and/or classification level.

## Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Position	Name	Date
Snr Organisational Design Consultant, Org Design and Analysis	Martine Dimond	13 July 2022
Divisional Officer, Superintendent	Garry Cunningham	15 July 2022